

JOB TITLE: STEAM AND ENRICHMENT SPECIALIST

UNIT AFFILIATION: PREA

REPORTS TO: SUPERVISOR OF ELEMENTARY EDUCATION AND
BUILDING PRINCIPAL

JOB GOAL:

To provide an educational atmosphere in which students will move toward the fulfillment of their potential for intellectual, emotional, physical, and psychological growth and maturation in accordance with district philosophy, goals, and objectives; To work in collaboration with administrators and colleagues to provide an enrichment program

QUALIFICATIONS:

- Valid New Jersey K-8 certificate and/or special area certification of eligibility
- Demonstrated knowledge and/or experience differentiating instruction to meet the enrichment needs of students in enrichment education
- Master teacher with expertise in language arts literacy and the next gen science standards; eagerness to share knowledge and resources with other teachers
- Ability to work collegially with parents, teachers, and administration to meet the enrichment needs of all students
- Independent use of word processing, E-Mail, Internet, and appropriate software applications are highly desirable skills
- Criminal history background check and proof of U.S. citizenship or legal resident alien status and a complete physical examination

PERFORMANCE RESPONSIBILITIES (Overview):

- Ability to facilitate enrichment instruction that emphasizes pupil's hands-on participation in an investigatory, inquiry-based, problem-solving approach
- Ability to model and coach teaching staff in differentiation and problem-based learning techniques and planning

PERFORMANCE RESPONSIBILITIES:

The teacher will possess a visionary approach to enrichment education and will:

- A. Facilitate instruction that emphasizes pupil's hands-on participation in an investigatory, inquiry based, problem-solving approach
- B. Develop and use measures, including, where appropriate, performance-based assessments to evaluate pupil's conceptual knowledge and their ability to think about and solve problems
- C. Provide instruction aligned with the New Jersey Student Learning Standards (NJSLS) and district curriculum, consistent with highly effective practices in the area of gifted education and science education

- D. Understand and implement curricula, methodologies, materials, texts, supplies, and equipment, and know how to locate, order, inventory, and store same
- E. Design and implement interdisciplinary teaching and learning experiences
- F. Identify and integrate relevant computer software, infuse computer technology into STREAM instruction, and imbue with a global perspective by assisting pupils in accessing and using internet and other telecommunications resources
- G. Challenge students by allowing in-depth investigations geared to the students' individual interests; develop students' convergent and divergent thinking skills; foster self-directed learning and research skills
- H. Set high expectations for talented learners, encouraging the development of meaningful products which reflect their learning experience
- I. Foster risk-taking and self-expression in an environment that is flexible, student centered; seek to meet the social and affective needs of talented learners
- J. Using multiple measures, assist classroom teachers with the gifted & talented student identification process using multiple measures and in compliance with district and state policy and regulations; collaborate with the I&RS Team and the building principal
- K. Know about and be able to coordinate school, district, and community resources
- L. Provide direct instruction as part of the district's supplemental enrichment program for identified students
- M. Serve as a mentor to staff through instructional partnerships, team-teaching, and other mentoring relationships
- N. Serve as a resource for teachers in the area of gifted education, STREAM education, differentiation
- O. Be able to work in a team setting with colleagues with a variety of backgrounds, levels of expertise, and personalities
- P. Develop a teaching schedule with building administration that ensures that all instructional responsibilities are met; provide regular reports to administration on the progress of the program
- Q. Participates, as appropriate, on school, district, and community committees and projects
- R. In conjunction with the building principal, serve as a contact for parents and teacher colleagues regarding the district's continuum of enrichment services
- S. Coordinate and/or present parent workshops on identified topics related to enrichment opportunities in a school-wide enrichment model
- T. Provide information to staff, parents, and community regarding developments in STREAM curriculum and instruction; plans and leads family events
- U. Possess the organizational skills necessary to work in more than one building, with multiple classes, and on several grade levels, as needed
- V. Perform other duties as assigned by the supervisor and/or building principal

TERMS OF EMPLOYMENT: Salary for a ten-month work year subject to negotiations between the PREA and the Board of Education.

EVALUATION: Performance of this job will be evaluated annually in accordance with the Board's policy on evaluation of certified staff.

HUMAN RESOURCES MISSION STATEMENT:

This organization believes that every individual makes a significant contribution to Princeton's success. That contribution should not be limited to assigned responsibilities. Therefore, this position description is designed to define primary duties, qualifications and job scope but should not limit the incumbent nor the organization to the work identified. It is our expectation that every employee will offer his/her services wherever and whenever necessary to ensure the success of the District's goals.

AMERICANS WITH DISABILITIES ACT STATEMENT:

External and internal applicants, as well as employees who become disabled, must be able to perform the essential functions listed on this job description either unaided or with reasonable accommodation. The Princeton Schools shall determine reasonable accommodation on a case-by-case basis in accordance with applicable law, in the event such a determination becomes necessary.

I have read this job description and I certify I meet all of the qualifications. I understand the physical, mental, and environmental demands of the position, and I can perform all of the essential functions of the position unaided or with accommodation.

Signature of Applicant/ Employee

Date

EQUAL OPPORTUNITY MULTICULTURAL EMPLOYER